

HARPSDEN PARISH COUNCIL
Minutes of the Council Meeting held at Harpsden Village Hall
on
Monday 20th January 2014

Present: Mr Kester George (KG) Chairman
Mr Robin Dorkings (RD)
Mrs Odette Moss (OM)
Mr Malcolm Plews (MP)
Mr Nick Young (NY)
Mr David Bartholomew (DB) OCC Councillor

In attendance: Mrs Sarah Tipple (ST) Clerk

2424 Welcomes and apologies: There were apologies from Cllr Rob Simister.

2425 Declarations of interests: KG, RD and OM in respect of their houses in Harpsden.

2426 Co-option of Nick Young: KG introduced Nick Young who had moved to the area relatively recently and lived diagonally opposite the village hall. The Notice of Vacancy in the Office of Parish Councillor had been advertised for more than the requisite fourteen days and as no one else had come forward, the election of NY was uncontested. KG proposed his co-option onto the Council which was seconded by MP and unanimously approved by a show of hands. NY signed and ST countersigned the Acceptance of Office form. **Action: ST to send NY Council's Standing Order, Financial Regulations, the Good Councillors Guide. NY to complete and return the Register of Interests Form to ST.**

2427 Minutes of 18th November 2013: The minutes were approved and signed as a correct record.

2428 Matters arising:

2414.iii: OM drew Councillors' attention to a meeting to be held at Henley Town Hall on Wednesday 22nd January at 7.30pm to discuss the ongoing issues surrounding the re-development of Townlands Hospital. Production of the final plan for the hospital was proving immensely difficult and, although hard to believe, the cost impact of VAT had been overlooked.

2416: OM wondered if anyone had formally thanked David Chenery of Gillotts Lane for instigating the speed and traffic surveys. ST agreed to write to him. **Action: ST**

2429 Progress at Joint Neighbourhood Plan (NP) Working Groups:

Good progress had been made at all the working groups under the guidance of the planning consultants, Nexus. A further week of working group meetings was scheduled for the first week in February. MP reported that over 200 responses to the Vision and Objectives questionnaire had been received from the general public. The housing working group had been asked to complete a Red/Amber/Green assessment template for each of seventeen proposed sites with nine criteria per site. RD needed clarification of the location of the TA Centre, Sheephouse Farm and 357 Reading Road sites, which MP, KG and ST provided. It was interesting to note that there was almost enough capacity within Henley town itself to accommodate the 400 – 450 new dwellings. It was also noted that the tyre fitting business adjacent to the Jet garage had closed down and the garage itself was due to close in May.

2430 Oxfordshire County Councillor's Report

DB's report is attached to these minutes at Appendix 1. In matters specific to Harpsden he mentioned that Shiplake PC had shelved its plan to engage Sustrans to conduct a feasibility study for the creation of a cycle path between Shiplake and

Henley. Shiplake Parish Council was currently in negotiation with Network Rail to have a cyclepath created alongside the railway during the electrification process. In addition Network Rail had made a presentation at the Shiplake Parish Council meeting on 9th December which was attended by several Harpsden parishioners who might be affected by it.

2431 Highways and Footpaths:

2431.i: Speed and Traffic Surveys: The surveys carried out on Gillotts Lane and along the valley road outside the village hall before Christmas had shown that very few cars had been driving above 30mph during the survey period. The volume of traffic along Gillotts Lane, however, was considered to be high. OM reiterated that the majority of Gillotts Lane residents did not want any changes to occur to the road, but RD wondered if there might be some benefit in asking the NP traffic working group to consider doing something to Gillotts Lane, given the risk that a significant number of new houses might be built at Highlands Farm and/or Treetops, which would render the present use of the Lane untenable. It should also be emphasised at the working group that improvements to Sheephouse Lane were vital if additional housing was to be built at the top of Gillotts Lane.

2431.ii: Street Lighting: It was agreed that the installation of street lighting in the village was unnecessary unless the outcome of the NP dictated having a traffic calming scheme, particularly down Gillotts Lane, at which point street lighting would have to be installed. **Action: ST to reply to email.**

2432 South Oxfordshire District Councillor's Report: by email to ST:

2432.i Vale moving to Crowmarsh: The Vale had recently finalised its deal to lease the top two floors of Abbey House to OCC which meant that a significant number of shared staff would move from Abingdon to Crowmarsh. This would reduce SODC's costs and make more efficient use of the building.

2432.ii: Boundary Changes: The South Oxfordshire (Electoral Changes) Order 2014, implementing the Local Government Boundary Commission for England's final recommendations for changes to the electoral arrangements for SODC had now been finalised and was available to view at <http://www.legislation.gov.uk/uksi/2014/23/contents/made> and is attached to these minutes as Appendix 2.

2432.iii: Woodcote NP: The examiner, Nigel McGurk, had issued his report on Woodcote's Neighbourhood Plan, and had recommended that with the modifications proposed it should proceed to referendum. The examiner had praised the plan for "an exceptional amount of care and engagement with the whole community." He had also indicated that the plan was "easy to understand. Its overall design and presentation was very clear and well set out." The district council had reviewed the modifications, and recommended the plan move forward to referendum which was planned for Thursday 3rd April 2014. Further details of the examiner's report, the Woodcote Neighbourhood Plan and supporting documents could be viewed at www.southoxon.gov.uk/neighbourhoodplans and clicking on the Woodcote link.

2433 Community Governance Review of Parish Boundaries: The proposed boundary changes to Harpsden's borders with Henley and Shiplake would result in a reduction the number of houses in the Parish to about 130. If Henley or Shiplake were to make any further claims, Harpsden ran the risk of becoming unviable as a separate parish in the future. DB was adamant, however, that the Shiplake did not want to see the parish of Harpsden disappear. KG had drafted a reply to David Buckle in which he had agreed that it would be sensible to move Gillotts School and its grounds into Henley and to move the built-up area immediately adjacent to Lower Shiplake into Shiplake. In compensation, however, he recommended including houses along the south side of Rotherfield Road and the east side of Woodlands Road in Harpsden Parish, whilst maintaining Harpsden's connection with the River Thames via the unbuilt-up area to

the east of the A4155. The draft letter was approved by Council and it was also agreed that the local MP, John Howell and SODC's Principal Policy Officer, Lucy Murfett, should receive a copy. It was further agreed, however, that any boundary changes during the NP would be detrimental to the plan and should not be considered. **Action: ST to send letter to David Buckle.**

2434 Possible extension to AONB: Cllr Roger Head of Shiplake Parish Council had arranged a meeting with KG and Cllr Lis Ransom of Binfield Heath Parish Council to discuss a possible extension to the AONB. It was planned for Thursday 30th January.

2435 Planning Matters

2435.i SODC Decisions

There were none.

2435.ii Outstanding Applications and Appeals

P13/S2737/HH

Garden House, Bolney Road, Lower Shiplake, RG9 3NR

Demolition of existing garage. Erection of a new estate office and renovation of existing dovecote building. NO OBJECTION.

2436 Financial Matters

2436.i Bank Balances and Reconciliations

Community Account: £1,418.50

Clerk's salary and HMRC cheques paid on 31st December 2013, therefore £1,178.50 outstanding at statement date

Grant of £240 for speed and traffic surveys not yet invoiced by OCC

Business Saver Account: £4,262.21

ST had previously circulated by email the bank reconciliations for the two months to 20th December 2013 for the Community and Business Saver Accounts and both were now approved by Councillors and signed by the Chairman. They are attached to the minutes at Appendix 3 and 4.

2436.ii Approval of Payments

ST tabled the following payments for approval:

<u>Item</u>	<u>Amount</u>	<u>Power</u>
Woodland Trust donation	£200.00	Section 137
John Hodges Trust – room hire 2014	£320.00	
Harspden PCC – cemetery donation	£300.00	Power to contribute to expenses of burial grounds and cemeteries provided by others: Local Government Act 1972

The payments were authorised by a resolution of the Council and signed by the Chairman and are attached at Appendix 5. The Section 137 payment to the Woodland Trust was proposed by Cllr Dorkings and seconded by Cllr Plews and carried unanimously.

2436.iii Budget vs Actual Expenditure: This was circulated by ST and approved by Council and is attached to these minutes at Appendix 6.

2436.iv Budget 2014-15 and Precept: ST had circulated by email a proposed budget for 2014-15 and drew Councillors' attention to any changes. She noted that her salary would be reduced to its previous level on 1st April 2014 once the bulk of the NP work had been completed. KG proposed increasing Harspden Parish Council's donation to the Woodland Trust to £300 in the next financial year. This was seconded by MP and unanimously agreed by a show of hands. The budget was now approved by Council and it was agreed that a precept of £5,500 would be submitted to SODC. The budget is attached at Appendix 7. **Action: ST to submit precept request.**

2437 AOB

2437.i. NY mentioned the frequency of flytipping along Woodlands Road. He reported it via the SODC website at this address: <http://www.southoxon.gov.uk/services-and-advice/environment/street-cleaning/fly-tipping>. He also made reference to some tyres in the wooded area of the small playing field of the village hall and was concerned that they had been dumped there. ST said that the pre-school had been enjoying using them but that she would try to find out who had put them there. **Action: ST**

2437.ii OM showed the Council some photos of recent damage to footpaths in Crowsley Woods after work undertaken by the Forestry Enterprise Commission. The footpaths and tracks had been rendered unuseable because of debris from felled trees and from now waterlogged trenches made by the contractors' vehicles. ST would write a letter of complaint. **Action: ST**

2438 Date of next meetings:

- Monday 17th March 2014 at 7.45pm
- APM: Wednesday 30th April 2014 Time to be confirmed
- Monday 19th May 2014 at 7.45pm
- Monday 28th July 2014 at 7.45pm
- Monday 15th September 2014 at 7.45pm
- Monday 17th November 2014 at 7.45pm

Approved:..... Date:

Kester George, Chairman